



TC-APPRAISER III, EQUALIZATION

Characteristics of Work

This is technical work involving appraisal of residential, small commercial, and small industrial properties and/or personal property. Incumbents may supervise the work of subordinate Appraisers in lower classifications. Work is performed under general supervision from an administrative superior.

Examples of Work

Examples of work performed in this classification include, but are not limited to, the following:

Evaluates the influence of economic trends on market value.

Collects necessary data for the evaluation of real and personal properties.

Interprets legal descriptions, blueprints, and topographical maps.

Measures, plots, diagrams, lists, and describes improvements or personal property.

Analyzes equipment lists, manufacturing processes, and prices same.

Testifies in court regarding appraisal value of property.

Assists higher-level Appraisers in complex real or personal property appraisals.

Assists in training lower-level Appraisers in the above-described duties.

Performs related or similar duties as required or assigned.

Essential Functions

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following.

1. Conducts ratio studies, which may require travel.
2. Conducts property record audits, which may require travel.
3. Conducts Cost Index and Land Valuation studies, which may require travel.
4. Researches cost and market values of machinery and equipment, which may require travel.
5. Participates in continuing education programs and technical consulting.

Minimum Qualifications

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Light Work: May frequently walk or stand and/or frequently exert force equivalent to lifting up to approximately 10 pounds and/or occasionally exert force equivalent to lifting about 20 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.

Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.

Far Acuity: Clarity of vision at 20 feet or more.

Field of Vision: Ability to observe an area up or down, left or right while eyes are fixed on a given point.

Depth Perception: Three-dimensional vision. Ability to judge distance and space relationships so as to see objects where and as they actually are.

Accommodation: Ability to adjust focus.

Speaking/Hearing: Ability to give and receive information through speaking and listening skills.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to use hands to finger, handle, or feel objects, tools, or controls. The incumbent is frequently required to sit; walk; stand; and reach with hands and arms. The incumbent is occasionally required to stoop, kneel, crouch, or bend.

Experience/Educational Requirements:

Experience:

Two (2) years of experience as a TC-Appraiser II, Equalization.

OR

Education:

A Master's Degree from an accredited four-year college or university in Business Administration, Real Estate, Economics, Chemical, Industrial, Electrical or Mechanical Engineering, Law, or a related field.

AND

Experience:

Three (3) years of experience related to the above described duties.

OR

Education:

A Bachelor's Degree from an accredited four-year college or university in Business Administration, Real Estate, Economics, Chemical, Industrial, Electrical or Mechanical Engineering, Law, or a related field.

AND

Experience:

Four (4) years of experience related to the above described duties.

OR

Education:

Graduation from a standard four-year high school or equivalent (GED).

AND

Experience:

Eight (8) years of experience related to the above described duties.

Substitution Statement:

Related education and related experience may be substituted on an equal basis.

Documentation Required:

Applicant must attach a valid copy of his/her transcript or other evidence to verify completion of required coursework.

Interview Requirements

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.